



OFFICE OF THE STATE CHIEF INFORMATION OFFICER

J. Clark Kelso
Chief Information Officer

May 10, 2004

To: Chief Information Officers
Agency Information Officers
Information Security Officers

Dear Friends,

The attached [*Responsibility for Messaging Systems*](#) document represents the first policy statement adopted unanimously by the California IT Council at the April 30th meeting. The policy calls for the consolidated acquisition and management of infrastructure that supports messaging applications. The policy is published on the IT Council web site under California IT Policies.

The attached [*California Email Solutions*](#) document provides the Policy background and planned next steps. We will be conducting a pilot project at three departments to make sure we understand all aspects of this policy before undertaking a statewide implementation. Feel free to share with your staff that may be impacted by this policy.

At the April 30th meeting the Council also adopted unanimously the *Council Charter dated April 22, 2004*. This document is also being attached for your reference and is available at <http://www.cio.ca.gov/ITCouncil/Charter.html>.

I look forward to working with you as we jointly deploy the *Responsibility for Messaging Systems* policy. I want to thank all of you for your input, support and enthusiasm for this Statewide IT initiative.

Sincerely,

J. Clark Kelso

Attachments:

1. *Responsibility for Messaging Systems* Policy Statement
2. *California Email Solutions*
3. *Council Charter dated April 22, 2004*